

CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

Thursday Oct. 9, 2014, 9:00 a.m.

Held in the Cheboygan Area Public Library

Call to order and Attendance	Action
Approval of Minutes	Action
Financial report, including payment of bills	Action
Director's Report	
Board training and long range planning	Report
Tax Capture legislation	Report
Committee Reports	
Personnel Committee	
Policy Committee	
Gifts, Cards and Flowers Policy	Action
Leave Time Policy	Action
Building & Site Committee	
Budget & Finance Committee	
Other Business	
Citizen's Comments	
Adjournment	Action

CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES
100 S. Bailey Street, Cheboygan, MI 49721
231-627-2381

Held in the Cheboygan Area Public Library
Meeting Minutes: Thursday Sept. 11, 2014, 9:00 a.m.

Mary Kronberg called the meeting to order at 9:05 a.m. Board members present: Dick Wheelock, Ruth Gainor, Lorna Brach, Mary Ellen Enos, Mary Crusoe and Phyllis Beyer.

Also present Library Director Mark Bronson.

Approval of Minutes: Lorna Brach made a motion to accept the July minutes. Ruth Gainor supported the motion. The motion passed unanimously.

Financial Report, Including Payment of Bills: Lorna Brach presented the Financial Report and the Payment of Bills. Ruth Gainor made a motion to approve. Dick Wheelock supported the motion. The motion passed unanimously.

Director's Report:

Mark reported that there is some proposed legislation to update and change the DDA and Tax Capture law. MLA is tracking the legislation and will testify on behalf of the library community.

There was general discussion about scheduling a Board training session and a long range planning session. Cooperative Director Roger Mendel can come to the Nov. 13 meeting. We will concentrate on the Board training and if there is time the long range planning. Roger will come to the Nov. 13 meeting and the training will start at 10:00. Mark will provide the current long range plan for the board at the next meeting so that everyone has time to review it.

Personnel Committee:

It is time to look at the policy on longevity compensation and leave. We have one staff member who has been here 25 years and 2 more who will be there soon. The committee will meet Sept. 12 to review the policy.

Policy Committee:

The committee will meet Sept. 19 at 9:00 to review the recommendation from the Personnel Committee.

Building & Site Committee:

We are starting preparations for the winter season, ordering salt and preparing the plow. The parking lot sealing has been completed with one item that needs to be addressed. Mark is working with the vendor to follow up.

Budget & Finance Committee:

The annual audit is scheduled for Oct. 14. We have our documents ready and we will be on hand to answer questions from the auditors.

The bookkeeper and Mark have been talking about how to track revenue from the sale of used books on the Amazon account. We pull higher value used books from donations to sell on Amazon and have been selling a couple of books a month.

Other Business:

Citizen's Comments:

Adjournment: Dick Wheelock made a motion to adjourn the meeting at 9:50 a.m. Ruth Gainor supported the motion. The motion passed unanimously.

Respectfully submitted,

Mark Bronson